

MADERA COUNTY

SENIOR AUTOMOTIVE TECHNICIAN

DEFINITION

Under direction, to lead, oversee, and participate in the work of staff responsible for performing a variety of skilled inspection, diagnosis, maintenance, servicing and repair work on automotive and emergency equipment; and to perform related work as required.

SUPERVISION EXERCISED

Exercises technical and functional supervision over lower level staff.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level in the Automotive Technician class series. Positions at this level are expected to skillfully operate a variety of the more complex machinery and diagnostic equipment. The full range of maintenance assignments are performed by incumbents in this class. In addition incumbents provide lead supervision and training for other staff. Incumbents may perform the duties of an Automotive Shop Supervisor in the supervisor's absence.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Leads, plans, and reviews the work of staff responsible for performing skilled inspection, diagnosis, maintenance, servicing, and repair work on automotive and emergency equipment; supervises the use of and operates equipment and tools; estimates time, material, and equipment required for assigned jobs; requisitions materials as required; orders parts as necessary and ensures parts ordered are received in a timely fashion; trains assigned employees including in the areas of work methods, techniques, and the use and operation of equipment; verifies work of assigned employees for accuracy, proper work methods, techniques, and compliance with applicable standards and specifications; performs the full range of Automotive Technician duties; inspects, locates, and diagnoses mechanical defects on County automotive and emergency equipment; determines the extent of necessary repairs; overhauls, repairs, and adjusts transmissions, differentials, clutches, and engines; performs engine tune-ups, replacing ignition parts and cleaning and adjusting carburetors and fuel injection systems; replaces or repairs faulty parts including wheel bearings, oil seals, shock absorbers, exhaust systems, steering mechanisms, computer control systems, emission control systems, and other parts and equipment; repairs and replaces components, including alternators, distributors, relays, lights, and switches; performs front-end repairs; repairs and replaces water pumps and air conditioner compressors; diagnoses and repairs batteries and charging systems; performs complete brake service to brake shoes and pads, cylinders, calipers, drums, and rotors including anti-lock brake systems; performs welding work to adapt and fabricate parts and equipment; installs emergency warning equipment and radios; designs, fabricates, and installs complete wiring looms; maintains records on time and material used; road tests repaired equipment; repairs, replaces, and balances tires; performs related mechanical boat repairs; performs smog inspections on all County vehicles; makes field and emergency repairs as necessary.

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OTHER JOB RELATED DUTIES

Performs related duties and responsibilities as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Operations, services, and activities of an automotive and equipment servicing and repair program.
Principles of lead supervision and training.
Methods, tools, material, and equipment used in automotive and equipment servicing and repair.
Principles and methods of gas and electrical welding.
Operation and care of internal combustion engines and components.
Principles and methods of preventive maintenance programs.
Safe work practices.

Skill to:

Skillfully operate a variety of vehicles, equipment, and hand and power tools in automotive and emergency equipment inspection, testing, and repair work.
Operate computerized diagnostic equipment.
Operate a motor vehicle safely.

Ability to:

Provide lead supervision and training for other staff.
Inspect automotive and emergency equipment to locate mechanical defects.
Diagnose mechanical problems and determine corrective procedures.
Estimate time and materials needed for repair work.
Perform electrical and gas welding.
Perform smog inspection and diagnostic repair work.
Understand and carry out oral and written directions.
Communicate clearly and concisely, both orally and in writing.
Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Experience and Training Guidelines:

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

Three years of responsible experience performing the full range of skilled maintenance and repair work on automotive equipment equivalent to that of an Automotive Technician with Madera County.

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Training:

Equivalent to the completion of the twelfth grade supplemented by specialized training in automotive and mechanical repair principles and procedures.

License or Certificate:

Possession of, or ability to obtain, an appropriate A/C license issues by the A.S.E.
Possession of, or ability to obtain, an appropriate, valid driver's license.

Special Requirements:

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, climb, and lift 60 lbs.; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations.

Effective Date: May, 1995